

City of Santa Barbara

WIRELESS COMMUNICATIONS FACILITY PUBLIC WORKS ADVISORY REVIEW

A Preliminary Determination by Public Works Staff is required for projects located in the Public Right-of-Way or on City owned property; please submit the following information for concept review by the Public Works Department:

- 1. **COMPLETED MASTER APPLICATION** for Pre-Case assignment.
- 2. **A DETAILED PROJECT DESCRIPTION LETTER** that includes the following information:
 - a. A statement describing the type of facility proposed, the overall dimensions, number of antennas, associated equipment cabinets, underground vaults, screening devices, and information on any additional non-communication antennas (G.P.S., radio, etc.) In addition, describe how it has been designed to minimize visual impacts.
 - b. A statement describing the other design and site alternatives considered and the reason this alternative was selected.
 - c. Information on grading or installation of roadway access, and proposed utility services to be installed including approximate locations and dimensions.
- 3. **SITE PLAN** to include the following information: 1) Existing and proposed walls or fences; 2) Existing and proposed landscaping; 3) Proposed lighting; 4) Locations for all equipment, antennas, utility services, conduits, wiring, and exposed cables indicating all proposed to be above or below ground; 5) Any required vegetation clearing to operate the facility; 6) Distances to nearest residences;7) Identify and provide a detailed drawing of any ground disturbance related to trenching for utility connections, and 9) Clear and detailed identification of all property lines, Public Right of Way boundaries, improved streets and curbs with dimensions, and in relation to the proposed site installation and all servicing utilities.
- 4. **SCALED ELEVATION DRAWINGS** that clearly illustrate project details and that show the proposed height of all antennas and structures. Must meet the requirements set forth in SBMC 28.87.260.
- 5. **COLOR PHOTOGRAPHS** of the building, site or the area that illustrate views from the surrounding project area.
- 6. ACCURATE COLOR PHOTO SIMULATIONS of the proposal from several vantage points.
- 7. **LETTER OF AUTHORIZATION "LOA"** from owner (i.e. Southern California Edison or other entity) stating permission to install antennas and equipment on any structures to be utilized for the proposed communications facility installation already existing within the Public Right of Way, or on the City owned property. The LOA shall also reference the Site Plan as described above, and the Owner's approval of such plan.
- 8. **HOURLY FEES** may be charged by Public Works for this concept review.
- 9. **PRELIMINARY DETERMINATION** will be made via written response to indicate Staff's support or opposition to the project as it relates to use of the Public Right of Way, or City property, and the appropriate reasoning thereof.

If Staff does not support the proposal, the applicant may at their own discretion proceed with the application without Staff's support, or submit a revised proposal that would be preliminarily supportable by Public Works. Support of the proposal may also require a site lease agreement with the City as appropriate.

PLEASE NOTE:

Once the preliminary determination has been made by Public Works Staff to either support or oppose the project's use of the Public Right of Way or City Property, the applicant shall submit for Design Review (ABR or HLC) at the Planning and Zoning Counter, a Conditional Use Permit (if required) at the Planning and Zoning Counter, and an Encroachment Permit (if required) at the Public Works Counter. The Design Review approval will be contingent upon the approval of the Encroachment Permit. After all approvals are granted, then a building permit may be sought at the Building and Safety Counter.

Wireless Communication Facilities are allowed in ALL zones subject to a Conditional Use Permit as outlined in SBMC 28.94.030.DD. Some projects may be *exempt* from a Conditional Use Permit.

Preliminary review and support to proceed with permitting by Public Works is non-binding, and does not indicate approval of any Permit for a Wireless Communications Facility under SBMC 28.94.030.DD.

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Revised October 31, 2006